

UNITED STATES DISTRICT COURT  
DISTRICT OF NEVADA

SHANE BROOKS,

Plaintiff

Case No. 3:22-cv-00474-MMD-CSD

**ORDER**

v.

ROMAN, et al.,

Defendants

On October 25, 2022, pro se plaintiff Shane Brooks, an inmate in the custody of the Nevada Department of Corrections, submitted a complaint under 42 U.S.C. § 1983. (ECF No. 1-1). Plaintiff has neither paid the full \$402 filing fee for this matter nor filed an application to proceed *in forma pauperis*. (See ECF No. 1).

**I. DISCUSSION**

The United States District Court for the District of Nevada must collect filing fees from parties initiating civil actions. 28 U.S.C. § 1914(a). The fee for filing a civil-rights action is \$402, which includes the \$350 filing fee and the \$52 administrative fee. See 28 U.S.C. § 1914(b). “Any person who is unable to prepay the fees in a civil case may apply to the court for leave to proceed *in forma pauperis*.” Nev. Loc. Special R. 1-1. For an inmate to apply for *in forma pauperis* status, the inmate must submit **all three** of the following documents to the Court: (1) a completed **Application to Proceed in Forma Pauperis for Inmate**, which is pages 1–3 of the Court’s approved form, that is properly signed by the inmate twice on page 3; (2) a completed **Financial Certificate**, which is page 4 of the Court’s approved form, that is properly signed by both the inmate and a prison or jail official; and (3) a copy of the **inmate’s prison or jail trust fund account statement for the previous six-month period**. See 28 U.S.C. § 1915(a)(1)–(2); Nev. Loc. Special R. 1-2. *In forma pauperis* status does not relieve an inmate of his or her obligation to pay the filing fee, it just means that the inmate can pay the fee in installments.

1 See 28 U.S.C. § 1915(b).

2 As explained above, Plaintiff has neither paid the full filing fee nor applied to  
3 proceed *in forma pauperis*. The Court gives Plaintiff **until December 27, 2022**, to either  
4 pay the filing fee or submit an application to proceed *in forma pauperis*.

5 **II. CONCLUSION**

6 It is therefore ordered that Plaintiff has **until December 27, 2022**, to either pay the  
7 full \$402 filing fee or file a fully complete application to proceed *in forma pauperis* with all  
8 three required documents: (1) a completed application with the inmate's two signatures  
9 on page 3, (2) a completed financial certificate that is signed both by the inmate and the  
10 prison or jail official, and (3) a copy of the inmate's trust fund account statement for the  
11 previous six-month period.

12 Plaintiff is cautioned that this action will be subject to dismissal without prejudice if  
13 Plaintiff fails to timely comply with this order.

14 The Clerk of the Court is directed to send plaintiff Shane Brooks the approved form  
15 application to proceed *in forma pauperis* for an inmate and instructions for the same and  
16 retain the complaint (ECF No. 1-1) but not file it at this time.

17 DATED: October 27, 2022.

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20 UNITED STATES MAGISTRATE JUDGE  
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